

ILLINOIS DEPARTMENT OF REVENUE
1500 South Ninth Street
Springfield, Illinois 62708

INFORMATIONAL BULLETIN FY82-11

TO: All Retail Occupation Taxpayers

The Illinois Department of Revenue has implemented an improved Business Taxpayer Computer System. The new system will provide quicker response to a taxpayer's requests, and provide for more current updating of address and filing information. Our goal is to provide better service to the business community.

One of the changes in the new system is an expansion of your Retail Occupation Tax number to eight digits. This number will start appearing on your October returns. This number is your previous R.O.T. number with a leading zero.

You will not be issued a new Certificate of Registration. Your present certificate will remain valid. However, any communication with the Department should be made using the new format of your R.O.T. number.

Enclosed is Business Tax Name and Address Change Form. This form should be used when you are moving or changing your Business Name. Use of this form will assist us in completing your change and forwarding new forms.

Any questions you have regarding Retail Occupation Tax or your new number should be directed to :

Central Registration Section
Post Office Box 4054
Springfield, Illinois 62708

Telephone: 1-800-252-8972
Chicago: 1-312-641-2150

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